ERIC GARCETTI
MAYOR

**MEMORANDUM**

**To:** Captain Shannon K. Paulson

**From:** Mayor Eric Garcetti EG

**Subject:** City Flags at Full-Staff

**Date:** October 25, 2019

Los Angeles Department of Recreation and Parks Captain Albert Torres' funeral service will be Monday, October 28, 2019. I am requesting that all City flags be returned to full-staff at sunset on Monday, October 28, 2019.

Thank you for your cooperation.

EG:cl

cc: The Honorable Members of the City Council
The Honorable Mike Feuer, City Attorney
The Honorable Ron Galperin, Controller
Ralph Terrazas, Chief, Los Angeles Fire Department
Michel Moore, Chief, Los Angeles Police Department